

# **BUILDING DEVELOPMENT COMMISSION**

## **Minutes of December 17, 2019 Meeting**

Chair, Aaron Moody, opened the Building Development Commission (BDC) meeting at 3:04 p.m. on Tuesday, December 17, 2019.

**Present:** Aaron Moody, Michael Stephens, Vince Busby, Zeke Acosta, Rodney Kiser, Brandon Brown, Andrew Kennedy, Glenn Berry, Paul Stefano, Tom Brasse, Melanie Coyne, Elizabeth Frere, and Terry Knotts

**Absent:** John Taylor and Brandon Brown

1. Once Elizabeth Frere's name was corrected in the November BDC meeting minutes; the November BDC meeting minutes were approved by Glenn Berry and seconded by Zeke Acosta.

### **2. BDC MEMBERS' ISSUES AND INDUSTRY ASSOCIATION ISSUES**

Aaron Moody asked why are email details printed out? Patrick Granson said it is because we don't know which options are being used in assembly, nor do we know the revised date. Aaron said theirs was a 30-page document and we should be using the most recent since it is a readily accessible document.

### **3. PUBLIC ATTENDEE ISSUES**

No public attendee issues.

### **4. AFFORDABLE HOUSING UPDATE**

At the last meeting there were questions as to how we are moving forward and how Code Enforcement money can be utilized. County legal advisors have said that funding cannot be used. Options considered was a liaison to share between city and county offices, which is a financial piece of the program. We discussed NCDOT providing positions and meeting timelines between projects inside and outside the office. Tom Brasse suggested to go for 10 hot item documents, hoping they would go through documents to determine where the challenges lie. Discussed Gap Analysis – getting a lot of folks from out of town into a new environment and help navigate waters for entry level folks dealing with the new program. The charge is trying to get them out in two cycles. Mecklenburg County set money aside. Can that money be used to offset permit fees? Time is money to streamline. Aaron reiterated that we can't use funding in Affordable Housing. Michael Stephenson liked the idea of the Mega Team working solely with these projects. Patrick said we can look at this within our budget. Aaron time is most critical and expedited time is the biggest take away and far more useful (\$60k per month if she misses it). Melanie Coyne said if the department can't waive fees then the department can hire folks specifically for this program. Aaron shared that we talked about looking at other municipalities than Charlotte and how they do it; such as Nashville or Seattle. Patrick said he was not sure how those municipalities are burdened with the general statutes. We asked Liz to follow up with that as well.

### **5. BUDGET SUBCOMMITTEE UPDATE**

Patrick provided a recap of Budget Subcommittee dates saying the first meeting will be January 10<sup>th</sup>. All meetings will be held in the Woods Conference room. Meeting #2 is on January 22<sup>nd</sup> and Meeting #3 is on February 7<sup>th</sup>. Ideas the Subcommittee will focus on for Fy21 is the flow in revenue and expenditures and do we raise fees.

## **6. LIVE REMOTE INSPECTION UPDATE**

David Gieser gave a briefing on the Live Remote Inspection pilot program and the lessons learned. He discussed breaking into 2 streams. 1-Jeff's team and 2-Multi inspections (duel teams on minor items). Contractor can call in to office and do an inspection it by video live stream. The other two will be used by Clay's team vs. sending it back to someone in the office. Tried different software packages to know what the hardware needs to be. Timeliness need to be handled. Saves drivetime. Follow-up inspections are a quick remote in, not having to drive back to site. Cons for change-out inspections for tech, they stay there, we remote in and start doing the inspection. We don't know when we will finish the inspection. We have a pool of inspectors waiting for inspections. Minor modifications should be allowed. We see benefits. Could be additional staff.

Melanie Coyne asked when we can take advantage of this program? Clay estimated by the first quarter of next year. Patrick shared that when this began in July, some authorities having jurisdiction didn't want it. We want to try some different things. Patrick said in January he is going to propose gas piping by asking the Q-Board for a pilot program. We think that is where the bulk of the work is. We are 1 month ahead of the budget so on January 20<sup>th</sup> we will be going to Raleigh and will proposed the pilot program then. We've got the players, we'll need betterments. Patrick said we would have Shannon send out a notification on this. We want to be successful when we turn the switch on. There is a benefit on both sides. We've got to create Standard Operating Procedures for Live Remote Inspections. This benefits us and benefits contractors. We are hoping for the pilot program. We have to get it through a subcommittee and budget. Clay shared the only negative is that they want to do it right NOW. Patrick called DOI and said we need more flexibility than what we have now. Not sure how long they will make us run the pilot program, but I need the flexibility to do it.

### **Building Code Council Update**

Senate Bill 553 in place directed BCC changed requirements from limit of 25-30 also changed drinking fountain from 25 to 30 moved business from 25-30 and passed; then governor vetoed it. Now bill dead and code changes are moving forward. These are B items and about 6 months out. Tommy's B1 code change ventilation concern (garage underneath) proposal passed under first reading garage located underneath dwelling and tenant does not have exclusive control then tenant has 100 cfm control (used by ICC at one time) commercial application large application. For enclosed garage it can be installed below if it is detected by CO detector.

## **7. TECHNOLOGY UPDATE**

Tejinder provided a quick update on the sprint inspection calendar. Testing phase finishing by end of week not going live during holiday; going live on January 2<sup>nd</sup> training aspect inside and outside. Document going to contractors. Next sprint inspector calendar also IBA work to be done with OTI sprint. Accela will be the 1<sup>st</sup> of 7 sprints on the 7th of January with Accela working meetings to find out the day to day amounts of effort with Code Enforcement. Melanie Coyne asked if we are on track. Tejinder said yes, we are on track.

## **8. BDC 2019 ATTENDANCE AUTHENTICATION**

Rebecca Wright provided the 2019 BDC Attendance report to all members prior to today's BDC meeting. All members met attendance requirements in 2019. The 2019 BDC Attendance report was presented to Chair Aaron Moody for authentication. This report will be submitted to the Clerk to the Board of the County Commissioners prior to the end of January.

## 9. NOVEMBER STATISTICS

### Permit Revenue

- November permit (only) rev \$2,905,154 compared to Oct. permit (only) rev \$2,999,178
- FY19 budget projected monthly permit rev; \$2,427,503
- YTD permit rev = \$14,196,037 is above projected rev (\$12,137,516) by \$2,058,521 or 16.96%

### Permits Issued:

	Oct	Nov	3 Month Trend
<b>Residential</b>	5642	5163	5112/5642/5163
<b>Commercial</b>	3117	2971	3448/3117/2971
<b>Other (Fire/Zone)</b>	365	273	259/365/273
<b>Total</b>	9124	8407	8819/9124/8407

- Changes (Oct/Nov); Residential dn 9.3%; commercial dn 4.9%; total dn 8.5%

### Inspection Activity: Inspections Performed

Insp. Req.	Oct	Nov	Insp. Perf.	Oct	Nov
<b>Bldg.</b>	10,526	8,647	<b>Bldg.</b>	10,554	8,569
<b>Elec.</b>	11,368	9,795	<b>Elec.</b>	9,882	8,497
<b>Mech.</b>	6,491	5,453	<b>Mech.</b>	5,813	4,878
<b>Plbg.</b>	5,215	4,607	<b>Plbg.</b>	4,321	3,794
<b>Total</b>	33,600	28,502	<b>Total</b>	30,570	25,738

- Changes (Oct-Nov); requests dn 17%; inspect performed dn 19% overall
- Insp performed were 90% of insp. requested

### Inspection Activity: Inspections Response Time (new IRT report)

Insp. Resp. Time	OnTime %		Total % After 24 Hrs. Late		Total % After 48 Hrs. Late		Average Resp. in Days	
	Oct	Nov	Oct	Nov	Oct	Nov	Oct	Nov
<b>Bldg.</b>	79.4	79.7	95.9	96.0	99.4	99.6	1.26	1.75
<b>Elec.</b>	84.9	85.7	96.4	97.7	99.1	99.8	1.19	1.16
<b>Mech.</b>	83.6	86.2	96.6	98.1	99.4	99.9	1.20	1.20
<b>Plbg.</b>	86.7	87.1	98.0	98.5	99.8	99.9	1.15	1.14
<b>Total</b>	83.2	84.2	96.5	97.4	99.4	99.7	1.21	1.34

- Per the BDC Performance Goal agreement (7/20/2010), the goal range is **85-90%**; **November is currently 84.2%**.

### Inspection Pass Rates for November 2019:

OVERALL NOV MONTHLY AV'G @ 83%; OCT was 83 %

<b><u>Bldg:</u></b>	Oct – 75.95%	<b><u>Elec:</u></b>	Oct – 82.89%
	Nov – 75.98%		Nov – 82.61%
<b><u>Mech:</u></b>	Oct – 87.12%	<b><u>Plbg:</u></b>	Oct – 89.00%
	Nov – 87.33%		Nov – 89.32%

- Overall average at 83%, above the 75-80% goal range.

### OnSchedule CTAC and Booking Lead Times for November 2019

#### CTAC:

- 96 first reviews, compared to 129 in October
  - Project approval rate (pass/fail) – 67%
  - CTAC was 36% of OnSch (\*) first review volume and Express Review
- \*CTAC as a % of OnSch is based on the total of only scheduled and Express projects

#### On Schedule:

- January, 17: 217 – 1<sup>st</sup> rev'w projects; on time/early – 89% all trades, 90% on B/E/M/P only
- February, 17: 237 – 1<sup>st</sup> rev'w projects; on time/early – 91.35% all trades, 92.8% on B/E/M/P only
- March, 17: 279 – 1<sup>st</sup> rev'w projects; on time/early – 88.7% all trades, 90% on B/E/M/P only
- April, 17: 216 – 1<sup>st</sup> rev'w projects; on time/early – 90% all trades, 93% on B/E/M/P only
- May, 17: 303 – 1<sup>st</sup> rev'w projects; on time/early – 93% all trades, 96% on B/E/M/P only
- June, 17: 277 – 1<sup>st</sup> rev'w projects; on time/early – 95.8% all trades, 96% on B/E/M/P only
- July, 17: 260 – 1<sup>st</sup> rev'w projects; on time/early – 95.02% all trades, 97% on B/E/M/P only
- August, 17: 282 – 1<sup>st</sup> rev'w projects; on time/early – 95% all trades, 96% on B/E/M/P only
- September, 17: 224 – 1<sup>st</sup> rev'w projects; on time/early – 91% all trades, 96% on B/E/M/P only
- October, 17: 236 – 1<sup>st</sup> rev'w projects; on time/early – 92% all trades, 95% on B/E/M/P only
- November, 17: 243 – 1<sup>st</sup> rev'w projects; on time/early – 87% all trades, 95% on B/E/M/P only
- December 17: 182 – 1<sup>st</sup> rev'w projects; on time/early – 62% all trades, 70% on B/E/M/P only
- January 18: 210 – 1<sup>st</sup> rev'w projects; on time/early – 68% all trades, 73% on B/E/M/P only
- February 18: 286 – 1<sup>st</sup> rev'w projects; on time/early – 89% all trades, 94% on B/E/M/P only
- March 18: 271 – 1<sup>st</sup> rev'w projects; on time/early – 87% all trades, 93% on B/E/M/P only
- April 18: 283 – 1<sup>st</sup> rev'w projects; on time/early – 90% all trades, 95% on B/E/M/P only
- May 18: 252 – 1<sup>st</sup> rev'w projects; on time/early – 93% all trades, 96% on B/E/M/P only
- June 18: 262 – 1<sup>st</sup> rev'w projects; on time/early – 93% all trades, 97% on B/E/M/P only
- July 18: 219 – 1<sup>st</sup> rev'w projects; on time/early – 90% all trades, 94% on B/E/M/P only
- August 18: 272 – 1<sup>st</sup> rev'w projects; on time/early – 93% all trades, 97% on B/E/M/P only
- September 18: 207 – 1<sup>st</sup> rev'w projects; on time/early – 87% all trades, 90% on B/E/M/P only
- October 18: 212 – 1<sup>st</sup> rev'w projects; on time/early – 88% all trades, 93% on B/E/M/P only
- November 18: 255 – 1<sup>st</sup> rev'w projects; on time/early – 92% all trades, 94% on B/E/M/P only
- December 18: 181 – 1<sup>st</sup> rev'w projects; on time/early – 87% all trades, 92% on B/E/M/P only
- January 19: 252 – 1<sup>st</sup> rev'w projects; on time/early – 90% all trades, 93% on B/E/M/P only
- February 19: 278 – 1<sup>st</sup> rev'w projects; on time/early – 93% all trades, 94% on B/E/M/P only
- Mar 19: 254 – 1<sup>st</sup> rev'w projects; on time/early – 91% all trades, 92% on B/E/M/P only

- Apr 19: 302 – 1<sup>st</sup> rev’w projects; on time/early – 89% all trades, 94% on B/E/M/P only
- May 19: 284 – 1<sup>st</sup> rev’w projects; on time/early – 92% all trades, 94% on B/E/M/P only
- June 19: 258 – 1<sup>st</sup> rev’w projects; on time/early – 91% all trades, 93% on B/E/M/P only
- July 19: 274 – 1<sup>st</sup> rev’w projects; on time/early – 91% all trades, 95% on B/E/M/P only
- August 19: 268 – 1<sup>st</sup> rev’w projects; on time/early – 89% all trades, 92% on B/E/M/P only
- September 19: 276 – 1<sup>st</sup> rev’w projects; on time/early – 88% all trades, 88% on B/E/M/P only
- October 19: 273 – 1<sup>st</sup> rev’w projects; on time/early – 91% all trades, 93% on B/E/M/P only
- November 19: 228 – 1<sup>st</sup> rev’w projects; on time/early – 96% all trades, 95% on B/E/M/P only

#### Booking Lead Times

- On Schedule Projects: **for reporting chart posted on line**, on November 25, 2019, showed
  - 1-2 hr projects; at 2-18 work days booking lead,
  - 3-4 hr projects; at 2-18 work days lead,
  - 5-8 hr projects; at 2-18 work days lead,
- CTAC plan review turnaround time; BEMP at 5 work days, (all others @ 1 day)
- Express Rev’w booking lead time; 5 work days for small projects, 9 work days for large projects

### **Fire Marshal’s Office**

- Inspections Performed (new) – 126
- Plan Reviews Performed - 107
- Recurring Fire Inspections – 563
- Public Education Programs – 10
- Fire / Other Incident Investigations – 17

### **10. Manager/CA Added Comments**

- Managers: Tom S; Scott W; Howard G Wendell D; Sophia H. Ted P, J Griffin, Steve P, Andy H., Clay G. TJ-IT
- Code Administrators; Jeff Vernon, Tommy Rowland, David Rains, Eurilynn C.
- Outreach by Shannon C
- Training by Angie T.
- Leadership team; Director of Insp. David G., Director of Plan Review, Melanie S., Sr. Fiscal Analyst, Stephanie P.

### **11. Adjournment**

The December 17th meeting of the Building Development Commission adjourned at 4:20 p.m. The next meeting of the Building Development Commission is scheduled for January 21st, 2020.